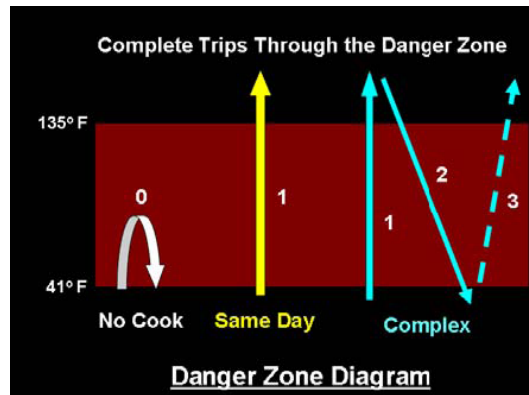


HACCP Checklist

Has the each school in the LEA met the following HACCP requirements?	Yes/No
<ul style="list-style-type: none"> • Step 1: Developed, documented, and implemented Standard Operating Procedures (SOPs)? 	_____
<ul style="list-style-type: none"> • Step 2: Identify and document in writing all menu items according to the Process Approach to HACCP? <ul style="list-style-type: none"> ○ Process #1-No Cook (no danger zone). ○ Process #2-Same Day Service (through danger zone once). ○ Process #3- Complex Food Preparation (through danger zone two or more times). 	_____



Danger Zone is between 41°-135° F

<ul style="list-style-type: none"> • Step 3: Identify and document control measures and critical limits (CCP) in recipes and in SOPs? 	_____
<ul style="list-style-type: none"> • Step 4: Establish monitoring procedures? 	_____
<ul style="list-style-type: none"> • Step 5: Establish corrective action? 	_____
<ul style="list-style-type: none"> • Step 6: Which of the following records are kept? <ul style="list-style-type: none"> ○ Food Preparation Records <ul style="list-style-type: none"> ▪ End point cooking temperature log (Daily) _____ ▪ Holding time and temperature log (Daily) _____ ▪ Cooling temperature log (As Needed) _____ 	_____

- Equipment and Facility Records
 - Receiving temperature log (Each Delivery) ____
 - Refrigerator temperature log (Daily) ____
 - Freezer temperature log (Daily) ____
 - Dry storage temperature log (Daily) ____
 - Dish machine sanitation log (Daily) ____
 - Food contact surface cleaning/sanitizing solution log (Daily) ____
 - Thermometer calibration log (Every 2 weeks) ____
 - Damaged and discarded product log (As Needed) ____
- Review Records
 - Food safety checklist (Monthly) ____
- Training Records
 - Food safety trainings (with each training provided) ____
- Corrective Action Records (As Necessary) ____
- **Step 7:** Review and Revise your overall food safety program periodically? _____
- Does the school/LEA have food safety training? _____
- Is the food service staff following HACCP procedures? _____

Comments and Corrective Action: